

Minutes  
Undergraduate Academic Affairs Committee  
March 2, 2016

**Members in Attendance:** R. Cole, L. Boyer, L. Israel, C. Boyd, N. Westhaus, J. Burwinkel, D. Lohe, K. Thatcher, C. Duncan, D. Barbeau, K. Lynch, L. Dorsey, L. Fenneberg, M. Higgins, J. Langan, L. Sweetman, S. Naeger, J. Haugen, M. Carlson

**Call to Order:** Dr. Dorsey called the meeting to order at 8:35 a.m.

**Approval of Minutes from the February 3, 2016 Meeting:** Motion made by R. Cole to approve the February 3, 2016 meeting minutes and seconded by K. Thatcher - unanimous approval.

**Updates:**

*Academic Programs*

- **Project Management major** -currently working on committee recommendations submitted after the February UAAC meetings.
- **Performing Arts minor** - Madrid

*Points of Interest:*

- Recommendations from February UAAC subcommittee meeting have been completed.
- Questions with regard to the THR 1000/THR 1010 course had been resolved.
- Dance 263 is listed as a course offered in St. Louis, however, this course hasn't been offered in a decade and there is no intention to activate the course - the instructor who use to teach the course has left the university. A&S will work to clarify - there are additional options listed to fulfill the requirement.
- All course numbers need to be updated to the 4-digit system currently in use.
- This is a minor to be offered only in Madrid. The language under 1.6 and 1.7, it could be completed by visiting Missouri students provided they also enroll in the required course, theater 1010 in Madrid - may take longer to complete all courses offered abroad.
- Pg. 2 - 3rd bullet - possible type o: Complete additional elective courses in at least two of the three fields of theatre, music and dance (ten credits). All DANC, MUCH and THR courses may count as electives.
- THR 1100 needs to be fixed - wrong number.
- MUSC 2930 ST - what does the ST mean?

Motion made by J. Langan to endorse the proposal with revisions as noted and seconded by J. Burwinkel - unanimous endorsement.

**Substantive Review Task Force** - The task force reviewed the separation of the Department of Mathematics and Computer Science into two departments. The task force agreed this is informational only - an organizational structure change without disruption to academic programming.

**Syllabus Task Force** - the task force has now received feedback from the majority of the academic units and have solicited feedback from SGA. The task force will now meet to review the documents and present a draft document to UAAC late spring.

**Internships** - if you have not sent your internship policies and practices to me, please do so.

### **Academic Policy:**

Update - February CAAD reviewed the bereavement, final examination reschedule, and repeating courses policies that UAAC endorsed in December. CAAD endorsed the bereavement policy and the repeating courses policy. They did not endorse the final examination reschedule policy at this point. They requested to review both the final examination policy and final exam policy relative to faculty obligations at the same time. Once both of these policies are in final draft form and endorsed by UAAC, they will be presented to CADD.

### **Credit by Certification**

#### *Points of Interest:*

- The list of accepted credit topic areas will be broad. However, within each of these particular areas there are specific tests or specific credit that have been determined, by a valid source, as acceptable at SLU.
- Language has also been update to “two year term”. Concern that currency can be very different depending on the certification, source of the test.
- Policy mentions that there will be a new website - in progress.
- The credit is treated like transfer work, therefore all residency and graduation requirements are in place.
- Credit needs to be validated through Ace or another reputable group that the credit represents SLU’s standard of vigor and excellence. Will revisit the list and verify which of the areas noted have been validated by a reputable external source.
- Are the organizations listed to be considered as an exhausted? This is what we currently accept. It will be revisited with the appropriate academic unit as necessary each year for updates similarly to AP, IB, etc.
- Do we accept it as credit for the major or as an elective? It depends on the major. For example, the specific type of credit is determined by the college or the school - SPS might think that the certification counts for a specific course credit and John Cook School of Business may see it

counts as an elective but it doesn't count for that particular course. The credit could have counted towards the first major but when the student changed their major, it now counts as an elective. It has to be counted as something and it's the academic department of content that determines how the course articulates.

## **Grade Appeal**

### *Points of interest:*

- The term expectations was changed to criteria in number four.
- The only other question that came out of our subcommittee meeting was the notion of...*is not being allowed to make up work grounds for a grade appeal?* If the student is not here because of a university approved absence then they need to be able to make up their work. If they are not here for a reason that is not a university approved absence then it is the instructor's discretion.
- That begged the conversation what are the approved university absences - it was noted that the University doesn't have a policy on approved University absences.

Motion made by C. Boyd to endorse the policy and seconded by R. Cole - unanimous endorsement.

## **Withdrawal**

### *Points of Interest:*

- SPS is currently working toward aligning with University terminology with regard to academic terms; therefore the language used in this policy will apply campus-wide.
- Office of the Registrar submitted the Petition for Activation of a Non-Registered student. This form allows a student to active their record again without going through the full admissions process.
- For withdraw, close of registration period has been added to that second paragraph. Applies to students who are not registered by the close of the registration period. The term reapply was also changed to petition for activation of non-registered student record at the end of that sentence.
- Typo in item number three in the exceptions, non US institution should be plural.
- It is the Office of International Services - remove "the" before International.

Motion made by C. Boyd to endorse the policy with revisions as noted and seconded by R. Cole - unanimous endorsement.

## **Graduation Requirements**

### *Points of Interest:*

- During discussions of this policy please keep in mind the parameters around the %'s of a major, minor, certificate that have to be completed at

SLU. In addition, courses taken off campus must be approved by the academic program or unit.

- Perhaps instead of a # of credits we should look at a % of credits.
- Concern that 30 of last 45 encourages students to complete degree elsewhere. If approved a student could take their last 15 hours elsewhere. How does that impact the development of alumni?
- Recommendation put forth based on additional benchmarking - Loyola Chicago must take their final uninterrupted 45 hours of instruction or a minimum of 64 hours in residence at Loyola; American University, at least 45 of the last 60 credit hours must be taken on campus; Catholic University at least 30 of the last 36 credits taken must be taken at the university; Wash U, a minimum number of upper division courses; Vanderbilt, no residency found; University of Chicago, in residence for at least six quarters and must successfully complete a minimum of eighteen courses while in residence.
- Question: if it was ok for the student to take those same courses in their sophomore or junior year why all of a sudden it is prohibited in that last year? To give them permission to go do that in May of their junior year but not in their senior year doesn't make sense.
- A student can't be dually enrolled in the fall or the spring if they are full time students at another institution. Unaware of a university policy, however, recognize that it is University practice.
- Recommendation to match Catholic -30 of the last 36.
  - Works for the student who wants to take one or two final courses.
  - Typically see this for the December grads because the summer falls within their last thirty.
  - The Catholic model is the perfect compromise - with a note on their referencing.

### **Announcements:**

- The SGA elections were last Monday night. Grant Mayfield was elected as the VP for Academic Affairs. Grant is a sophomore in the College of Arts & Sciences. Kevin Lynch was elected as President of SGA.
- Dean Freeburg has announced her resignation. She will assume a faculty role in the School of Education. The Provost has indicated there will be an internal search.
- Student Success Center is in the process of hiring a director for disability services - target May 1 hire.
- Retention and Student Success Initiative updates -at the close of the fall semester data: 842 first and second year students identified at risk with a total of 988 appointments that we served students in the fall. This is 195% increase in appointments from last fall. A new referral system outside of Mapworks and the Office of Institutional Research Data from faculty, staff and even peers of students that might be in distress and/or

identified as at risk has been established. This yielded 106 referrals from faculty/staff/ parents/and students through the fall semester. Our name is getting out there. 162 of those appointments were based on referrals from faculty/staff/parents/and students. We had 509 return appointments this past fall which again is an increase when we only had about a thousand appointments total. We are doing a really good job getting our name out there. Our fall to spring retention went up. We are doing what we set out to do. We continuously review the program to think about who else we can bring on into serve. We are currently one student success coach down but we anticipate the hire is posted and putting somebody into the position around July 1. We are off to a good start this spring.

- We have around 250 students who have already filled out their housing contract of incoming first year students for next fall. Of those, 97% have expressed an interest in being in a learning community. We have begun conversations with Father Collins about starting a faith and introspection learning community for fall of 2017.
- JCSB has a breakfast series tomorrow Bill Donus is going to talk about Fast Track to Innovation and Problem Solving. It starts at 7:30 and all are welcome.
- Our assurance argument for HLC was submitted the end of the day yesterday. We are assessing our learning outcomes that are organized under bucket, benchmark, number 2. We have 100 seniors ready to participate in populating a mini portfolio surrounding those student learning outcomes. Working on faculty and staff recruitment side to evaluate their portfolio work.
- Starting July 1 2016 Dr. Michelle Sabick will be serving in the role of Dean for Parks College of Engineering, Aviation and Technology.
- SLU has a panel accepted for an inaugural dialogue on race in education in the twenty-first century. The panel will share perspectives about the campus activism during the Fall of 2014. Classroom related perspectives, campus community perspectives and campus interactions with the broader regional community perspective on SLU's relationship to race and activism.
- Question - does the University have an emotional support policy? This type of policy may allow students to bring animal support to class. According to General Counsel, there is not a law that states a student can bring the animal into the classroom; however, we are making modifications and accommodations for a testing center in a privatized room for students with this accommodation during times when they are working on their coursework. A further inquiry into whether or not the student can bring their animal to work, as they are a University employee - this is not permissible. If you have students with this type of inquiry please contact the Disability Services Office - in order to bring an

emotional support animal, anywhere on campus, they should be registered with disability services.

- The annual May event is scheduled for May 3, 2016. The topic is centered on aspects of Jesuit identity and how they can be practically applied to our work with students both teaching and co-curricular. Dr. Tom Landy of Holy Cross is going to be our facilitator that morning. We will be looking at the concept of sacramental imagination and helping students see more deeply in their work, in their engagement with self and others.

Adjourned 9:55